

Patient Advisory Board Code of Conduct



The goals of the Patient Advisory Board are to:

- 1) Give voice to individuals living with type 2 diabetes
- 2) Listen and learn from all of our members' experiences
- 3) Use that knowledge to make more informed decisions in diabetes clinical care

In order to achieve these goals, we must commit to building a group space where all members feel safe and comfortable sharing their experiences and providing constructive feedback to our team at the Michigan Collaborative For Type 2 Diabetes. To create this open and trusting atmosphere, members of the board are asked to understand and commit to this group *Code of Conduct*, affirming that you will adhere to the principles below.

As a member of the MCT2D, Patient Advisory Board I agree to the following:

- 1) The 'golden' rule:** I will treat all Board Members with the same respect and courtesy that I expect in return.
- 2) Constructive not destructive:** I will use my past experiences to inform my constructive feedback, rather than simply to vent or criticize.
- 3) Step up, step back:** If I've asked a question or shared a comment, I will ensure that new voices are heard before I contribute again.
- 4) To listen and let others have their say:** I will not butt in or attack another comment, even when I strongly disagree.
- 5) To be there:** I will actively engage in the group conversation, willing to put myself out there when the time is right.
- 6) Confidentiality:** I will treat the meetings as confidential and not repeat any of the conversations or topics discussed outside of the meetings.
- 7) Practice self-care:** If I need to get up or take a break, I will do so.
- 8) Commit to participation:** I will commit to at least one year of service on the advisory board.
- 9) Attend meetings:** I will make every attempt to attend meetings during my term.
- 10) Raise concerns with the MCT2D team first:** I will bring any questions or concerns regarding MCT2D or the Patient Advisory Board directly to the MCT2D coordinating team so that they can address them, prior to any public dissemination.

I _____ agree to abide by the principles stated above during my time as a member of the MCT2D Patient Advisory Board.

Signature: _____ **Date:** _____